



BWP SW 43 Determination of Landfill Closure Completion Instructions and Supporting Materials

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Introduction

DEP Permit Applications, as well as *Instructions & Support Materials*, are available for download from the DEP Web site at mass.gov/dep in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

Instructions & Support Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

Permit Applications in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



BWP SW 43

Permit Fact Sheet

1. What is the purpose of this permit?

This permit is intended to protect the public health, safety and the environment by ensuring that the closure construction of a solid waste landfill facility has been completed in accordance with the approved permit and subsequent post-closure use of the site will not result in adverse affects on public health or safety, pollution of land, air and water or nuisance conditions. The date of the approval by the Department of the closure completion establishes the start date for the post-closure period. For information purposes, the construction of closure at a landfill is often referred to as capping or constructing a cap.

Legislative authority for this permit is stated in MGL c. 21A, ss. 2 and 8, c. 111, s. 150A and the Acts of 1987, c. 584. Regulations promulgated pursuant to these laws are codified in 310 CMR 19.000, Solid Waste Management Facility Regulations. Section 19.140 of those regulations applies to this permit approval.

2. Who must apply?

Any individual, business, or organization that has completed construction of closure of a solid waste landfill must apply for this determination in accordance with 310 CMR 19.140

- A **landfill** is a facility or part of a facility established in accordance with a valid site assignment for disposal of solid waste into or on land.

3. What other requirements should be considered when applying for this permit?

You must obtain permits for Final Closure/Post-Closure Plans prior to construction of the landfill closure, then complete closure construction before applying for this determination. These are issued by DEP's Solid Waste Management. Permit application kits are available from the DEP Information Service. Other requirements may be found in 310 CMR 19.140 and in the enclosed Application Completeness Checklist.

You must submit documentation that any and all required local, state and federal permits have been issued.

Concurrent permits may include, but are not limited to:

- Wetlands Order of Conditions (310 CMR 10.00), issued by the conservation commission in the city or town where the facility is located.
- Sewer Connection (314 CMR 7.00), issued by Water Pollution Control or Industrial Wastewater.
- National Pollution Discharge Elimination System (NPDES) (314 CMR 5.00), issued by Water Pollution Control or Industrial Wastewater.

Note: These additional requirements are intended to serve as a guide to the applicant. It does not necessarily include all additional requirements.

4. What is the application fee?

BWP SW 43.....\$2050



Massachusetts Department of Environmental Protection
Bureau of Waste Prevention – Solid Waste Management

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Permit Fact Sheet

5. What is the Primary Permit Location? What is the Reserve Copy Location?

Primary Permit Location:
Department of Environmental Protection
* **Regional Office**
Solid Waste Management

Reserve Copy Location:
Not Required.

* See "Addresses and Phone Numbers" page included in this package.

6. What are the timelines?

As of October 7, 2005, the timelines are:

	AC	T1	T2*
BWP SW 43	30	90	90

*A second technical review will only be conducted if necessary.

There is no public comment review period for this determination.

7. What is the annual compliance fee?

Current annual compliance fees can be found on the DEP Website at
www.mass.gov/dep/files/permits/fees.htm

8. How long is this determination in effect?

This determination will be valid until, or if, such time the department approves a modification of or a superseding permit for the site.

9. How can I avoid the most common mistakes made in applying for these authorizations?

- Make sure that all conditions of the Final Closure and Post-Closure Use Permit have been complied with and documented
- Provide documentation that all other permits, local, state and federal, have been issued and/or complied with as applicable.
- Submit construction certification and as-built plans, both signed and stamped by a registered professional engineer.
- Provide documentation that appropriate financial assurance has been secured in accordance with 310 CMR 19.051.
- Submit fee and one copy of the DEP Transmittal Form to: Department of Environmental Protection, P.O. Box 4062, Boston, MA 02211.



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Permit Fact Sheet

10. What are the regulations that apply to this determination? Where can I get copies?

These regulations include, but are not limited to:

- a. Solid Waste Management Regulations, 310 CMR 19.000.
- b. Timely Action Schedule and Fee Provisions, 310 CMR 4.00.

These may be purchased at:

State Bookstore (in State House)
Room 116
Boston, MA 02133
617-727-2834

State Bookstore
436 Dwight Street, Room 102
Springfield, MA 01103
413-784-1376

Also, unofficial copies of these regulations can be found on the DEP web site at

<http://www.mass.gov/dep/>



Massachusetts Department of Environmental Protection
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Application Completeness Checklist

- ☐ The DEP Transmittal Form is completed.
- ☐ Information requested on application has been supplied.
- ☐ One copy of the as-built plans and reports is attached.
- ☐ Certification statement submitted and signed (310 CMR 19.011).
- ☐ Variances requested are identified.

To submit the application package:

- ☐ Checklist items have been completed.
- ☐ Send one copy of the application along with one copy of the DEP Transmittal Form to:

Department of Environmental Protection
_____ * Regional Office
Solid Waste Management

*See "Addresses and Phone Numbers" page included in this package.

- ☐ Send fee of:

\$2050 for BWP SW 43;

in the form of check or money order made payable to *Commonwealth of Massachusetts*, along with one copy of the DEP Transmittal Form to:

Department of Environmental Protection
P.O. Box 4062
Boston, MA 02211



Massachusetts Department of Environmental Protection

Addresses and Phone Numbers

DEP Boston
One Winter Street
Boston, MA 02108
Telephone: (617) 292-5500
Fax: (617) 556-1049
TDD: (617) 574-6868

William X. Wall Experiment Station
37 Shattuck Street
Lawrence, MA 01843
Fax: (978) 688-0352
Division of Environmental Analysis
Air Quality Surveillance
Telephone: (978) 682-5237
Telephone: (978) 975-1138

Office of Watershed
Management
627 Main Street
Worcester, MA 01608
Telephone: (508) 792-7470
Fax: (508) 839-3469

Millbury Training Center
Route 20 Millbury, MA 01527
Telephone: (508) 368-5600
Fax: (508) 755-9253
Residuals Sludge Management
Telephone: (508) 368-5606
WWT Operator Certification
Telephone: (508) 368-5698

DEP Western Region
436 Dwight Street
Suite 402
Springfield, MA 01103
Phone: (413) 784-1100
Fax: (413) 784-1149



Adams
Agawam
Alford
Amherst
Ashfield
Becket
Belchertown
Bernardston
Blandford
Brimfield
Buckland
Charlemont
Cheshire
Chester
Chesterfield
Chicopee
Clarksburg

Colrain
Conway
Cummington
Dalton
Deerfield
Easthampton
East Longmeadow
Egremont
Erving
Florida
Gill
Goshen
Granby
Granville
Great Barrington
Greenfield
Hadley

Hampden
Hancock
Hatfield
Hawley
Heath
Hinsdale
Holland
Holyoke
Huntington
Lanesborough
Lee
Lenox
Leverett
Leyden
Longmeadow
Ludlow
Middlefield

Monroe
Montague
Monterey
Montgomery
Monson
Mount Washington
New Ashford
New Marlborough
New Salem
North Adams
Northampton
Northfield
Orange
Otis
Palmer
Pelham
Peru

Pittsfield
Plainfield
Richmond
Rowe
Russell
Sandisfield
Savoy
Sheffield
Shelburne
Shutesbury
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Southwick
Springfield
Stockbridge
Sunderland
Tolland

Tyringham
Wales
Ware
Warwick
Washington
Wendell
Westfield
Westhampton
West Springfield
West Stockbridge
Whately
Wilbraham
Williamsburg
Williamstown
Windsor
Worthington

DEP Central Region
627 Main Street
Worcester, MA 01608
Phone: (508) 792-7650
Fax: (508) 792-7621
TDD: (508) 767-2788



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Clinton
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Phillipston
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Royalston

Rutland
Shirley
Shrewsbury
Southborough
Southbridge
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Stow
Sturbridge
Sutton
Templeton
Townsend
Tyngsborough
Upton

Uxbridge
Warren
Webster
Westborough
West Boylston
West Brookfield
Westford
Westminster
Winchendon
Worcester

DEP Southeast Region
20 Riverside Drive
Lakeville, MA 02347
Phone: (508) 946-2700
Fax: (508) 947-6557
TDD: (508) 946-2795



Abington
Acushnet
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Avon
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Bridgewater
Brockton
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Chatham
Chilmark

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Dighton
Duxbury
Eastham
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Easton
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Fairhaven
Fall River
Falmouth
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Franklin

Freetown
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Gosnold
Halifax
Hanover
Hanson
Harwich
Kingston
Lakeville
Mansfield
Marion
Marshfield
Mashpee

Mattapoisett
Middleborough
Nantucket
New Bedford
North Attleborough
Norton
Norwell
Oak Bluffs
Orleans
Pembroke
Plainville
Plymouth
Plympton

Provincetown
Raynham
Rehoboth
Rochester
Rockland
Sandwich
Scituate
Seekonk
Sharon
Somerset
Stoughton
Swansea
Taunton

Tisbury
Truro
Wareham
Wellfleet
West Bridgewater
Westport
West Tisbury
Whitman
Wrentham
Yarmouth

DEP Northeast Region
1 Winter Street
Boston, MA 02108
Phone: 617-654-6500



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Dracut
Essex
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Georgetown
Gloucester
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Holbrook
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Lexington
Lincoln
Lowell
Lynn
Lynnfield
Malden
Manchester-By-The-Sea
Marblehead
Medfield
Medford
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Merrimac
Methuen
Middleton
Millis
Milton
Nahant
Natick
Needham
Lynn
Newbury
Newburyport
Newton
Norfolk
North Andover
North Reading
Norwood
Peabody

Quincy
Randolph
Reading
Revere
Rockport
Rowley
Salem
Salisbury
Saugus
Sherborn
Somerville
Stoneham
Sudbury
Swampscott
Tewksbury
Topsfield

Wakefield
Walpole
Waltham
Watertown
Wayland
Wellesley
Wenham
West Newbury
Weston
Westwood
Weymouth
Wilmington
Winchester
Winthrop
Woburn



Massachusetts Department of Environmental Protection
Bureau of Waste Prevention – Solid Waste Management

BWP SW 43 Landfill Closure Completion

Application for Determination of Landfill Closure
Completion and Post Closure Planning

Transmittal Number _____

Facility ID# (if known) _____

A. Applicant Information

Name

Street Address

City/Town

State

Zip Code

Telephone

Contact Person

Contact Telephone

B. Project Information

Page #

Important:
When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



Plan/Report #

Page #

DEP Use Only

1. Landfill Assessment summation report

a. Public health, safety or environmental concerns

b. Closure design description

2. Final Closure Construction

a. Construction report. Description of general construction activity especially unusual, unexpected or other changes to intended design.

b. As-Built Plans

(1) QA/QC documentation
310 CMR 19.106

(2) P.E. signed and stamped

(3) Construction Certification
310 CMR 19.107

3. Post Closure Requirements

a. Post closure maintenance plan

(1) Final cover evaluation

Directions:
Specify the plan/report and page numbers where the information is located.

Enter "N/A" if information requested is not applicable.



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Application for Determination of Landfill Closure
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Transmittal Number _____

Facility ID# (if known) _____

B. Project Information (cont.)

Page #

	Plan/Report #	Page #	DEP Use Only
(2) Landfill gas controls	_____	_____	_____
(3) Leachate management	_____	_____	_____
(4) Surface water management	_____	_____	_____
(5) Erosion and sedimentation control	_____	_____	_____
b. Post closure monitoring plan	_____	_____	_____
(1) Sampling locations	_____	_____	_____
(2) Sampling frequency	_____	_____	_____
(3) Sampling parameters	_____	_____	_____
(4) Narrative summary of monitoring data (previous 5 years)	_____	_____	_____
c. Corrective action plan	_____	_____	_____
4. Post-closure use	_____	_____	_____
a. Description of post-closure use	_____	_____	_____
b. Specific post-closure use monitoring maintenance, and assessment methods	_____	_____	_____
5. Deed Notice (19.041(6))	_____	_____	_____
6. Financial Assurance for Post-Closure Care (310 CMR 19.051)	_____	_____	_____
a. Mechanism (310 CMR 19.051(12))	_____	_____	_____
b. Amount (310 CMR 19.051(5))	_____	_____	_____
7. Reporting Requirements	_____	_____	_____
a. Identify all reporting requirements for inspection, assessment and environmental monitoring activities, etc	_____	_____	_____
b. Provide a summary table of all reporting requirements including item, frequency, and submission requirements	_____	_____	_____



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C. Certification: 310 CMR 19.011

Any person, required by these regulations or any order issued by the Department, to submit papers shall identify themselves by name, profession, and relationship to the applicant and legal interest in the facility, and make the following certification: "I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate and complete. I am aware that there are significant penalties both civil and criminal for submitting false information including possible fines and imprisonment."

Print Name

Authorized Signature

Position/Title

Date